

MEETING MINUTES

AIRPORT OPERATIONS COMMISSION MEETING

Wednesday, March 14, 2018 - 8:00 a.m.

Waukesha County Airport

Terminal Building Conference Room

2525 Aviation Drive

In Attendance

Commissioners: Mike Crowley, Gary Glojek, Kurt Weis, Abby Lorenz

Excused: Steve Betzler

Staff: Kurt Stanich, Matt Grenoble, Annette Krznarich

Others: Nick Read, Tom Halquist

Approve/modify meeting minutes of January 14, 2018

Motion to approve meeting minutes from January 14, 2018 by Commissioner Glojek.

Second by Commissioner Weis. Motion carried.

Public comment/correspondence

None.

Chairman's Report

Abby Lorenz was officially appointed Airport Operations Commissioner after a unanimous approval by Waukesha County Board. Operations Commission is pleased to have her on board.

Plane Safe Ordinance discussion and action

[Discussion and action on ordinance approving Short Term Aircraft Maintenance Hangar Lease Agreement between Waukesha County and Plane Safe Aircraft Maintenance Inc.]

Airport Operations Supervisor Matt Grenoble discussed background of former Plane Safe sublease with Atlantic Aviation for space at 503 Bluemound Rd. Atlantic Aviation will soon be officially released from their lease agreement of this space. Corporation Council has been working with Matt to create a 3 month temporary lease for Plane Safe to lease this space while the long-term lease, which will include capital repairs that need to be completed on the building, is being negotiated. The County owns both the land and building. The lease rate is set to the standard \$1.71 per square foot with increases each year as is consistent with other Waukesha County Airport leases. Matt is scheduled to meet with the Public works committee on 3-15-18 to further discuss.

Motion to approve by Commissioner Glojek. Second by Commissioner Lorenz.

Motion carried unanimously.

Operations Report

Fuel Farm Flowage: Jet A fuel up 8% compared to February 2017. 100LL deliveries this month were up because we did not receive any deliveries during the first two months of 2017.. Overall, year-to-date fuel shows a decrease of 6% from 2017. There was a brief discussion regarding checking to make sure our fuel costs were in line with fuel costs from other airports. Commissioner Glojek suggested also checking AOPA website for fuel cost data. Nick Read [Atlantic Aviation] commented that he was certain we were lower than fuel costs at Timmerman.

Tower Operations: Down 22% over last year with Air taxi was down 16% but still good considering weather in February. Year-to-date operations are down approximately 14% for 2018.

Ordinance 172-0-075 tower equipment replacement update: County Board approved the fund balance transfer unanimously. The transfer should be complete in the near future. The voice recorder replacement is scheduled to begin on or around April. Matt is planning to have the IT room air conditioner installation in April also.

Matt is working with Air Traffic Manager Beau Seabourn to anticipate and budget for future tower repair needs as more equipment is or will soon be over 10 years old.

Airport Managers Report

A warm welcome was extended to new Commissioner Abby Lorenz.

Ramp Project will begin on or around May 1st. The project will give us more ramp space and allow space for Spring City Aviation to build a new hangar.

Runway Safety Area Project has been delayed to 2019 – 2020 due to a change in personnel in the Chicago District FAA Office. The project will add 400 feet of pavement to the west end of Runway 10/28 and to relocate Silvernail Rd in order to provide standard runway safety areas as required by the FAA.

Airport staff continues to work with Corporation Council on approximately 10 new lease agreements that are coming due in 2018.

Waukesha County Airport is partnering with The Vince Lombardi Cancer Foundation to host a 5K race on July 13th. One runway will remain open during the event. The event will feature several attractions including a hot air balloon glow and possibly fireworks.

Announcement that Administrative Assistant Aimee Scrima's gave birth to a baby girl - Mikaela Rose 8lbs 2oz. Both Aimee and Mikaela are doing well.

Commissioner Crowley asked if the proposal to build the Great Lakes Air Museum on the Waukesha Airport grounds is making progress. Airport Manager Stanich confirmed that it is. The proposal will include co-located hotel and conference center.

March 6th was Legislative Day in Madison. Legislation regarding cell phone towers is being reviewed for air safety requirements. They also discussed possible future aircraft mechanics liens and drone requirements.

The Wisconsin Aviation Conference is May 6-8 in Wisconsin Dells. Commissioners were encouraged to attend.

Future Commission Agenda Items

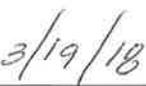
None.

Adjourn Meeting

Motion to adjourn by Commissioner Lorenz. Second by Commissioner Glojek. Motion carried unanimously. Meeting adjourned at 8:33 a.m.

Next Meeting: Wednesday, April 11th, 2018, 8:00 a.m.

Respectfully Submitted,

Kurt J Weis

Secretary
Waukesha County Airport Operations Commission